



State of Louisiana

Louisiana State Board of Cosmetology

11622 Sunbelt Court, Baton Rouge, LA 70809

(225) 756-3404 Telephone - (225) 756-3410 Fax

Web Address: www.lsbcb.louisiana.gov

Dear applicant,

The Louisiana State Board of Cosmetology accepts transfers from inside and outside of the United States. We would like the transfer to be as simple as possible, so we have outlined some important information as well as requirements that must be met before we can transfer your license.

Foreign reciprocity applicants must take the complete exam. (National, State, and Practical) Your education must be evaluated by an approved company. To have this done, you must choose from the approved list of evaluation companies and follow the procedure according to that company. You must have the evaluations sent directly to this office, attention: Kiwan Wade, and a copy sent to you, for your records. You must have both your high school education evaluated, as well as your license. The high school education will require a basic/general evaluation. The license will require a professional credential evaluation.

Some evaluations may suggest that the license, you've received is not equivalent to a license issued from the Louisiana State Board of Cosmetology. For example, we do not issue hair dresser licenses. Some evaluations may suggest that the training you've received is not equivalent to training from a Louisiana cosmetology school. An example would be if your evaluation states that equivalency is "training from an unaccredited school in the US". If this happens, your application to test will be required to go before the Board.

You must submit the testing applications, the fees, a copy of your social security card, a copy of your state issued identification, and the two evaluations, along with your original current license.

You will receive your national testing information by email, and your practical and state examination dates by mail. Study material for the national, and practical is included with this packet, and state examination information can be found by downloading the laws and rules from our website.

Good luck,

Louisiana State Board of Cosmetology



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11622 Sunbelt Court, Baton Rouge, LA 70809
(225) 756-3404 Telephone - (225) 756-3410 Fax
Web Address: www.lsbclouisiana.gov

John Bel Edwards
Governor

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Shreveport, LA

Deidre D. Delpit
Baton Rouge, LA

William M. Grayson
Hessmer, LA

Frances K. Hand
Denham Springs, LA

Stephen Young
Executive Director

Eliza Jill Hebert
Breaux Bridge, LA

Edwin H. Neil
Hammond, LA

James R. Williams
New Orleans, LA

Melinda Tilley
Lake Charles, LA

Foreign Reciprocity Checklist

____ Original **current** license and an original professional evaluation of your license. Must be an approved organization. (List attached)

____ Proof of completion of high school and an original general evaluation of your high school education by an approved organization. (same list as mentioned above)

____ Copy of driver's license or state issued identification card. (We will not accept passports or immigrant card/Visa)

____ Copy of social security card

____ Proper fee- \$75 for LA resident (LA driver's license or LA state id) or \$100 for non-resident (out of state driver's license or other state issued id) **The national testing fees will be paid through the testing company at www.IQTTesting.com**

____ Foreign reciprocity practical and state application

____ Foreign reciprocity national application



APPLICATION FOR FOREIGN RECIPROCITY NATIONAL EXAM

Louisiana State Board of Cosmetology
11622 Sunbelt Court
Baton Rouge, LA 70809
(225) 756-3404

Please check one

- ☐ Cosmetology
☐ Manicurist
☐ Esthetician

****Select language****

- ☐ English
☐ Vietnamese
☐ Spanish

*****PLEASE PRINT*****

Full Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Birthdate: _____ Social Security #: _____

Applicant's Individual Email Address: _____

Applicant's Telephone Number: _____

Country where currently licensed _____

Name of the school attended _____

Please make sure the following is included along with this application:

- ☐ Recent COLOR photo of applicant (passport sized)

Applicant Signature: _____ Date: _____

NO MONEY REQUIRED WITH THIS APPLICATION

****THE NATIONAL TESTING FEES WILL BE PAID THROUGH THE TESTING COMPANY AT WWW.IQTTesting.com****



Louisiana State Board of Cosmetology
FOREIGN RECIPROCITY APPLICATION FOR PRACTICAL AND STATE EXAM

INSTRUCTIONS/PLEASE TYPE OR PRINT LEGIBLY

1. INCLUDE APPROPRIATE FEE OF \$75.00 (LA ID OR DL) OR \$100.00. (OUT OF STATE ID OR DL) FEE INCLUDES INITIAL LICENSE FEE (RESIDENT OR NONRESIDENT), AND THE FEE FOR THE PRACTICAL AND STATE EXAMS
2. MAIL COMPLETED APPLICATION AND REQUIRED FEES TO: LOUISIANA STATE BOARD OF COSMETOLOGY, 11622 SUNBELT COURT, BATON ROUGE, LOUISIANA 70809.

APPLICANT PERSONAL DATA

I hereby submit the application for license

transfer by examination to practice: ☐ COSMETOLOGY ☐ MANICURIST ☐ ESTHETICAN

*****PLEASE PRINT*****

Full Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Social Security Number: _____ Date of Birth: _____

Gender: Male ☐ Female ☐ Telephone Number _____

Email Address: _____

Country where currently licensed _____

Name of the school attended _____

I UNDERSTAND THAT IF I FAIL TO SHOW FOR MY SCHEDULED EXAMINATION WITHOUT PROPER NOTIFICATION, A SEVEN DAY NOTICE OR 24 HOURS EMERGENCY NOTICE, I WILL BE REQUIRED UPON REAPPLICATION TO SUBMIT A \$25.00 ADMINISTRATIVE FEE.

Applicant

Date

If you have a disability and may require some accommodation in taking this examination, be sure to fill out the "Request for Accommodation" form along with the application. If accommodation is not requested in advance, we cannot guarantee the availability of accommodations on-site.

Endorsed Members – Evaluation Services

Academic Credentials Evaluation Institute, Inc.

Jasmin Saidi-Kuehnert, President & CEO
Alan A. Saidi, Senior Vice President & COO
Phone: 1-800-234-1597 or 310-275-3530
Email: acei@acei-global.org
Address: P.O. Box 6908
Beverly Hills, CA
Zipcode: 90212
website: www.acei-global.org

American Education Research Corporation

Martha Alvarez , Director
Phone: 626-339-4404
Email: aerc@verizon.net
Address: 382 E. Rowland Street
Covina, CA
Zipcode: 91723-3154
website: www.aerc-eval.com

Foreign Credential Evaluations, Inc.

Beth Cotter , President
Phone: 770-642-1108
Email: beth_cotter@fceatlanta.com
Address: 115 Carriage Park Lane

Hendersonville, NC
Zipcode: 28791
website: www.fceatlanta.net

Foreign Credentials Service of America

William J. Paver, Ph.D, Director
Phone: 512.459.8428
Email: billpaver@foreigncredentials.org
Address: 1910 Justin Lane
Austin, TX
Zipcode: 78757
website: www.foreigncredentials.org

Foreign Credits, Inc.

Aleks Morawski, Director of Evaluation Services
Phone: 224-521-0170
Email: info@foreigncredits.com
Address: 29 E Madison St, Suite 1005
Chicago, IL
Zipcode: 60602
website: www.foreigncredits.com

Globe Language Services, Inc.

Alexander Agafonov, Ph.D. , Executive Vice President/
COO
Phone: 212-227-1994 x 17
Email: info@globelanguage.com
Address: 305 Broadway,
Suite 401
New York, NY

Zipcode: 10007
website: www.globelanguage.com

International Evaluation Services

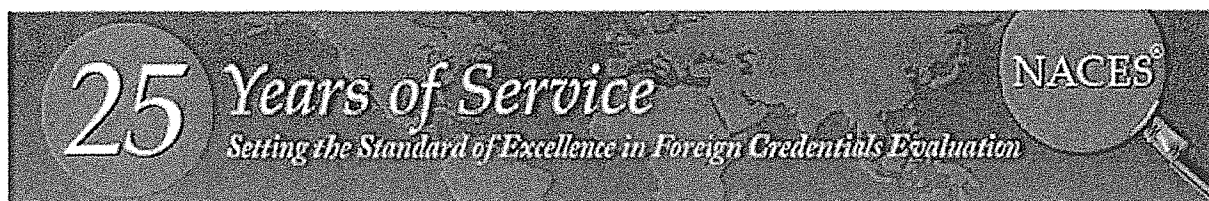
Mario Caruso, President
Phone: 732-462-5502
Email: info@iesedu.org
Address: P.O. Box 505
Marlboro, NJ
Zipcode: 07746-0505
website: www.iesedu.org

SDR Educational Consultants

Hany Arafat , President
Phone: 713-460-3525
Email: info@sdreducational.org
Address: 2600 Gessner Road, Suite 267
Houston, Texas
Zipcode: 77080
website: www.sdreducational.org

Ucredo

Ucredo
Alex Popovski, President
Phone: 407-965-2733
Email: info@ucredo.com
Address: 105 W Plant St, Suite 1
Winter Garden, FL
Zip code: 34787
Website: www.ucredo.com



NACES® Members

alphabetically
(as of June 2013)

Contact NACES®: info2@naces.org
Website: www.naces.org

Please be sure to visit the website regularly to check the updated status of NACES® members.

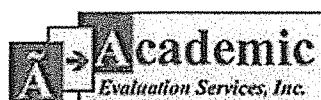
Founding Members are shaded in grey.



A2Z Evaluations, LLC

Member since May 2009

216 F Street, #29
Davis, CA 95616
Phone: (530) 400-9266
Email: info@A2Zeval.com
Website: <http://www.A2Zeval.com>



Academic Evaluation Services, Inc.

Member since May 2008

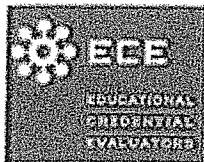
5620 East Fowler Ave, Suite E
Tampa, FL 33617
Phone: (813) 374-2020
Fax: (813) 374-2023
Email: info@aes-edu.org
Website: <http://www.aes-edu.org>



Center for Applied Research, Evaluations, & Education, Inc.

Founding Member (since March 1987)

P.O. Box 18358
Anaheim, CA 92817
Phone: (714) 237-9272
Fax: (714) 237-9279
Email: eval_caree@yahoo.com
Website: <http://www.iescaree.com>



Educational Credential Evaluators, Inc.
Founding Member (since March 1987)

P.O. Box 514070
Milwaukee, WI 53203-3470
Phone: (414) 289-3400
Fax: (414) 289-3411
Email: eval@ece.org
Website: <http://www.ece.org>



Educational Perspectives

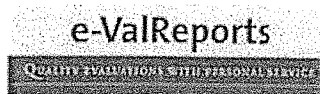
Educational Perspectives, nfp.
Member since April 2003

P.O. Box 618056
Chicago, IL 60661-8056
Phone: (312) 421-9300
Fax: (312) 421-9353
Email: info@edperspective.org
Website: <http://www.edperspective.org>



Educational Records Evaluation Service, Inc.
Member since April 1993

601 University Avenue, Suite 127
Sacramento, CA 95825
Phone: (916) 921-0790
Fax: (916) 921-0793
Email: edu@eres.com
Website: <http://www.eres.com>



e-ValReports

Member since May 2007

3213 West Wheeler Street, #287
Seattle, WA 98199
Phone: (206) 257-4249
Fax: (206) 687-7944
Email: brad@e-valreports.com
Website: <http://www.e-valreports.com>



Evaluation Service, Inc.

Member since June 1991

333 W. North Avenue, #284
Chicago, IL 60610
Phone: (847) 477-8569
Fax: (312) 587-3068
Email: info@evaluation-service.net
Website: <http://www.evaluation-service.net>



Foreign Academic Credential Service, Inc.

Founding Member (since March 1987)

P.O. Box 400
Glen Carbon, IL 62034
Phone: (618) 656-5291
Fax: (618) 656-5292
Website: <http://www.facsusa.com>



Foundation for International Services, Inc.

Founding Member (since March 1987)

505 5th Avenue South, Suite 101
Edmonds, WA 98020
Phone: (425) 248-2255
Fax: (425) 248-2262
Email: info@fis-web.com
Website: <http://www.fis-web.com>



Global Credential Evaluators, Inc.

Member since March 2004

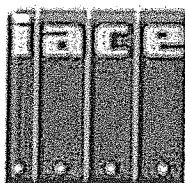
P.O. Box 9203
College Station, TX 77842-9203
Phone: (800) 707-0979
Fax: (979) 690-6342
Email: gce@gceus.com
Website: <http://www.gcevaluators.com/>



Global Services Associates, Inc.

Member since May 2000

409 North Pacific Coast Highway, # 393
Redondo Beach, CA 90277
Phone: (310) 828-5709
Fax: (310) 828-5709
Email: info@globaleval.org
Website: <http://www.globaleval.org>



International Academic Credential Evaluators, Inc.

Member since May 2006

P.O. Box 2465
Denton, TX 76202-2465
Phone: (940) 383-7498
Fax: (940) 382-4874
Email: staff@iacei.net
Website: <http://www.iacei.net>



International Consultants of Delaware, Inc.

Founding Member (since March 1987)

3600 Market Street, Suite 450
Philadelphia, PA 19104
Phone: (215) 387-6950 Ext. 603
Fax: (215) 349-0026
Email: icd@icdeval.com
Website: <http://www.icdeval.com>



International Education Research Foundation, Inc.
Founding Member (since March 1987)

P.O. Box 3665
Culver City, CA 90231-3665
Phone: (310) 258-9451
Fax: (310) 342-7086
Email: information@ierf.org
Website: <http://www.ierf.org>



Josef Silny & Associates, Inc. International Education Consultants
Member since April 1991

7101 S.W. 102 Avenue
Miami, FL 33173
Phone: (305) 273-1616
Fax: (305) 273-1338
Translations: (305) 273-1984
Email: info@jsilny.com
Website: <http://www.jsilny.com>



SpanTran Evaluation Services
Member since April 1996

2400 Augusta Drive, Suite 451
Houston, TX 77057
Phone: (713) 266-8805
Fax: (713) 789-6022
Email: apps@spantran.com
Website: www.spantran.com



Transcript Research
Member since September 2011

9090 Skillman, #182-A
PMB 364
Dallas, TX 75243
Phone: 214.810.1124
Fax: 888.745.6756
Email: info@transcriptresearch.com
Website: www.transcriptresearch.com



World Education Services, Inc.
Founding Member (since March 1987)

P.O. Box 5087
Bowling Green Station
New York, NY 10274-5087
Phone: (212) 966-6311
Fax: (212) 739-6100
Contact: <http://www.wes.org/contact>
Website: <http://www.wes.org>

Study Material For Cosmetology National



State of Louisiana

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Stephen Young
Executive Director

Michelle M. Hays
Pineville, LA

Geneva L. Jones
Benton, LA

Eliza "Jill" Hebert
Breaux Bridge, LA

Ira Weber
Metairie, LA

Memorandum

To: Louisiana Cosmetology Schools

From: Louisiana State Board of Cosmetology

Date: April 1, 2016

Re: Updated Content Outline for NIC Theory

The National-Interstate Council of State Boards of Cosmetology (NIC) is pleased to announce the following NIC theory examinations have been updated to reflect current professional practices in the U.S.:

- Cosmetology
- Esthetics Advanced (AP)
- Hair Design
- Natural Hair Styling

The updated content for abovementioned examinations will become effective May 1, 2016. Candidates taking these examinations on or after that date will be examined on the updated content.

The updated content for the theory examinations can be found in the enclosed Candidate Information Bulletins (CIBs). CIBs can also be downloaded from the NIC website at www.nictesting.org by selecting "Preparing For Your Licensing Program".

The CIBs provide detailed information related to each examination. The NIC strongly recommends that the CIBs be reviewed carefully and thoroughly.

Thank you for your cooperation in preparing candidates for the updated NIC examinations.



NATIONAL COSMETOLOGY
THEORY EXAMINATION
CANDIDATE INFORMATION BULLETIN (CIB)

EXAMINATION CONTENT AND IMPORTANT INSTRUCTIONS

Please visit your examination provider's website for the most current bulletin prior to testing.

The National Cosmetology Theory Examination is the licensure examination for Cosmetologists, which is developed by the National-Interstate Council of State Boards of Cosmetology (NIC). This bulletin contains **IMPORTANT INFORMATION** regarding the examination, including content outline covered by the theory examination, sample questions and answers. The time allowed for the Cosmetology Theory Examination is 90 minutes.

For each NIC National Theory Examination, there are TWO (2) parts to every Candidate Information Bulletin (CIB) stored as separate documents:

- **Examination Content and Important Instructions** – This document provides information about the scope of content covered in the Theory examination and information and guidelines related to administration of the Theory examination.
- **References** – This document provides a list of references used to develop and support the content covered in the examination. The references are always the same for the Theory and Practical examinations.

**BE CERTAIN TO DOWNLOAD AND/OR PRINT, AND REVIEW BOTH DOCUMENTS THAT
MAKE UP THE NIC EXAMINATION CIB.**

PLEASE REVIEW ALL INFORMATION CAREFULLY!

IMPORTANT INSTRUCTIONS

- Do not leave the examination area without permission. Permission must be obtained to leave the examination area for any reason, including restroom usage or at the completion of the examination. Picture ID is required for re-entry into examination.
 - With the exception of verbal instructions, the proctors and examination administration personnel are not allowed to communicate with candidates.
 - If you have an emergency situation please notify the proctor.
 - The following provides examples of materials and actions that are prohibited during the examination administration:
 - Possession of cellular phones, pagers, tablets, computers, projectors, cameras, or any other electronic or recording devices, printed materials, or handwritten notes.
 - Communicating to other candidates.
 - Exhibiting disruptive behavior.
- *The above referenced items or actions are not an exhaustive list. Failure to comply with any of these conditions or exhibiting ANY behavior that suggests an effort to cheat will result in your immediate dismissal from the examination and your actions reported to the proper authorities.*

**COSMETOLOGY THEORY EXAMINATION
CONTENT OUTLINE**

The following outlines the scope of content covered by the NIC National Cosmetology Theory Examination. The percentages represent the percentage of items from each domain. The examination is comprised of 110 items of which 100 items are weighted and contribute to the candidate's final score.

DOMAIN 1: SCIENTIFIC CONCEPTS (30%)

A. Infection Control and Safety Practices

1. Identify how disease and infection are caused and transmitted
2. Recognize purpose and/or effects of infection control principles
 - a. Levels of infection control:
 - i. Sanitation/Cleaning
 - ii. Disinfection
 - iii. Sterilization
 - b. Process of infection control:
 - i. Recognize when cross-contamination occurs
 - ii. Prevention of cross-contamination
 - iii. Differentiate between the purpose of single- and multi-use tools
3. Apply blood contact procedures
4. Identify requirements of government agencies:
 - a. OSHA standards
 - b. EPA

B. Human Anatomy and Physiology

1. Identify function and structure of the:
 - a. Hair and scalp
 - b. Skin
 - c. Nails
2. Identify signs and symptoms of conditions, disorders, and diseases related to:
 - a. Hair and scalp
 - b. Skin
 - c. Nails
3. Identify muscles and joints and their functions related to:
 - a. Head and face
 - b. Arms and hands
 - c. Legs and feet
4. Identify functions of:
 - a. Nervous system
 - b. Circulatory system

C. Basic Chemistry of Products Used in Cosmetology

1. Recognize purpose and effects of products and ingredients
2. Recognize interaction between chemicals
3. Recognize physical interactions with chemicals
4. Recognize chemical reactions (e.g., overexposure, chemical burn)
5. Recognize the chemical pH scale

DOMAIN 2: HAIR CARE AND SERVICES (40%)

A. Client Consultation, Analysis and Documentation for Hair Care Services

1. Evaluate condition of client's hair and scalp (i.e., assessment)
2. Recognize conditions that would prohibit service (i.e., contraindications)
3. Determine services or products
4. Recognize purpose and interpret results of preliminary tests (e.g., predisposition and strand tests)
5. Establish/Maintain client records (e.g., service history, client card, medical history)

B. Tools used in Hair Care Services

1. Identify function, purpose and infection control procedures of tools used in hair services:
 - a. Equipment (e.g., chair, workstation)
 - b. Implements (e.g., razors, shears, combs/brushes)
 - c. Supplies and materials (e.g., towels, drape, neck strips)
 - d. Electrical tools (e.g. irons, blow dryers, clippers)
 - e. Proper disinfection procedures
2. Recognize safe practices for use of tools (i.e., equipment, implements, supplies, ergonomics)

C. Hair Care

1. Apply knowledge of principles and procedures for shampooing and conditioning
2. Apply knowledge of principles and procedures for scalp treatments and scalp massage
3. Apply knowledge of draping (e.g. chemical, shampoo, cutting)

D. Hair Design

1. Apply knowledge of principles, procedures and safety of hair cutting and shaping
2. Apply knowledge of principles, procedures and safety of hair styling:
 - a. Wet styling
 - b. Thermal styling
 - c. Natural hair styling (e.g., braiding)
3. Apply knowledge of principles, procedures and safety related to hair enhancements:
 - a. Extension application and removal:
 - i. Braid and sew attachment
 - ii. Bonding
 - iii. Fusion bonding
 - iv. Tube shrinking
 - v. Linking
4. Apply principles of balance and design (e.g. facial shape, physical structure)

E. Chemical Services

1. Apply knowledge of principles, procedures and safety for:
 - a. Hair coloring (including corrective color)
 - b. Hair lightening
 - c. Foiling
 - d. Chemical hair relaxing/restructuring and curl reduction
 - i. Hydroxide
 - ii. Thio
 - iii. Keratin
 - e. Chemical waving/texturizing:
 - i. Alkaline
 - ii. Acid
 - iii. Non-thio
 - iv. Keratin

DOMAIN 3: SKIN CARE AND SERVICES (15%)

A. Client Consultation, Analysis and Documentation for Skin Care Services

1. Evaluate condition of client's skin:
 - a. Skin type
 - b. Skin condition
2. Identify contraindications:
 - a. Disorders
 - b. Diseases
3. Determine services and products
4. Establish/Maintain client records (e.g., service history, client card, medical history)

B. Tools used for skin care services

1. Identify function, purpose and infection control procedures of tools:
 - a. Equipment (e.g., chair, steamer)
 - b. Implements (e.g., tweezers, brushes, extractors)
 - c. Supplies, products, and materials (e.g., creams, masks, towels, body and hair drapes)
 - d. Proper disinfection procedures
2. Recognize and understand safe practices for use of tools (i.e., equipment, implements, supplies, and ergonomics)

C. Facial skin care services

1. Apply knowledge of principles, procedures and safety for:
 - a. Cleansing
 - b. Steaming
 - c. Exfoliation
 - d. Extraction
 - e. Massage
 - f. Masks
 - g. Hair Removal:
 - i. Tweezing
 - ii. Depilatory
 - iii. Hard wax
 - iv. Soft wax
 - h. Makeup application
 - i. Electrical equipment

DOMAIN 4: NAIL CARE AND SERVICES (15%)

A. Client Consultation, Analysis and Documentation for nail care services

1. Evaluate condition of client's nails
2. Identify contraindications:
 - a. Disorders
 - b. Diseases
3. Determine services and products
4. Establish/Maintain client records (e.g., service history, client card, medical history)

B. Tools used in nail care services

1. Identify function, purpose and infection control procedures of tools:
 - a. Equipment (e.g., workstation, pedicure basin)
 - b. Implements (e.g., nippers, file)
 - c. Supplies, products, and materials (e.g., towels, creams, polish)
 - d. Proper disinfection procedures
2. Recognize and understand safe practices for use of tools (i.e., equipment, implements, supplies, and ergonomics)

NIC NATIONAL COSMETOLOGY THEORY EXAMINATION CIB

C. Apply knowledge of principles, procedures and safety for basic manicure and pedicure

D. Apply knowledge of principles, procedures and safety for application, maintenance, and removal of nail enhancements:

1. Nail tips
2. Acrylics

**COSMETOLOGY THEORY EXAMINATION
SAMPLE QUESTIONS**

The following sample questions are similar to those presented in the NIC Cosmetology Theory Examination. Each item has four answer options. Only one option is correct or the answer. An answer key is provided following the sample questions. Performance on the sample questions may not represent performance on the NIC examination.

1. Which of the following will reinforce and reconstruct the hair shaft?
(A) Scalp treatment
(B) Balancing shampoo
(C) Hair brushing
(D) Protein conditioner
2. When damaged, which of the following will cause the hair growth to be inhibited?
(A) Papilla
(B) Shaft
(C) Cuticle
(D) Arrector pili
3. A condition caused by an infestation of head lice is
(A) tinea barbae.
(B) scabies.
(C) pediculous capitalis.
(D) tinea capitis.
4. Debris is removed from tools and implements using which of the following procedures?
(A) Cleaning
(B) Disinfection
(C) Sterilization
(D) Decontamination
5. What implement adds shine and smooths wavy ridges on the natural nail during a manicure?
(A) Coarse file
(B) Metal file
(C) Nail brush
(D) Nail buffer
6. What is another name for the dermis layer of the skin?
(A) Spiny layer
(B) Horny layer
(C) True skin
(D) Basal cell
7. The massage movement intended to soothe muscles is
(A) petrissage.
(B) tapotement.
(C) friction.
(D) effleurage.

NIC NATIONAL COSMETOLOGY THEORY EXAMINATION CIB

8. What product can be used to equalize the porosity of the hair?
- (A) Shampoo
 - (B) Fillers
 - (C) Lightener
 - (D) Developer

KEY: 1: D, 2: A, 3: C, 4: A, 5: D, 6: C, 7: D, 8: B

To take the NIC Cosmetology Online Practice Exam (English Only) [CLICK HERE](https://www.iqttesting.com/registrationv2008/quickregister.aspx) or go to:
<https://www.iqttesting.com/registrationv2008/quickregister.aspx> (\$39.00 fee applies)

For assistance, please call IQT at 1-866-773-1114.



NATIONAL COSMETOLOGY EXAMINATION PROGRAM
CANDIDATE INFORMATION BULLETIN (CIB)

REFERENCES

Please visit your examination provider's website for the most current bulletin prior to testing.

The National Cosmetology Examination is the licensure examination for Cosmetologists, which is developed by the National-Interstate Council of State Boards of Cosmetology (NIC).

**This document contains IMPORTANT INFORMATION regarding the
NIC National Cosmetology Examination References.**

PLEASE NOTE: THE THEORY AND PRACTICAL EXAMINATION CIBS ARE PROVIDED AS SEPARATE DOCUMENTS. BE CERTAIN TO DOWNLOAD AND/OR PRINT, AND REVIEW ALL DOCUMENTS THAT MAKE UP THE NIC EXAMINATION CIB.

PLEASE REVIEW ALL INFORMATION CAREFULLY!

NATIONAL COSMETOLOGY EXAMINATION REFERENCES

The following sources are used by NIC to develop and support National Cosmetology Theory and Practical Examination content. References are listed alphabetically with the most recent copyright date presented first. NIC uses the most recent versions for item and examination development.

CLiC INTERNATIONAL Cosmetology Career Concepts
2014

CLiC INTERNATIONAL
396 Pottsville / Saint Clair Highway
Pottsville, PA 17901
www.clicusa.com

Milady Standard Cosmetology
2016

Milady
20 Channel Center Street
Boston MA 02210
www.milady.cengage.com

Salon Fundamentals Cosmetology
2014, 1st printing, 3rd Edition, September 2014
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Milady Standard Cosmetology
2012

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2011, 4th printing, 2nd Edition, December 2011
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NIC Infection Control and Safety Standards

Adopted 1998; Revised October 2002, Revised August 2014

National-Interstate Council of State Boards of Cosmetology

http://nictesting.org/memberinfo/NIC_Health_&_Safety_Standards-Aug_2014.pdf

NIC Cleaning and Disinfecting of Circulating and Non Circulating Tubs and Spa's for All Industry Modalities

NIC, Inc., August 2007

www.nictesting.org

Study Material For Cosmetology Practical

Cosmetology Practical Exam Supply List

Mannequins

You may bring a minimum of 4 mannequin heads.

Live models are not permitted

It is the student's responsibility to appear at the practical examination with mannequin heads.

*We have extra mannequin stands in testing area

PHASE 1-SET AND COMB OUT-(20mins)

Mannequin-set and dried

Comb out brush

Comb (bring extras)

Lift

PHASE 2- WET WORK-10 mins for Fingerwaves-30 mins for remainder of head

Mannequin-wet, jelled and in plastic bag

Wave comb (bring extras)

Dry fast setting gel

Rollers (4) YELLOW- 1 inch in diameter

Clips for pin curls

Roller clips

PHASE 3- CHEMICAL EXAMINATION-50 mins

Mannequin

WHITE RODS ONLY

End papers

Comb (bring extras)

Cholesterol

Foil

Water spray bottle

Bleach application brush and bowl

PHASE 4-HAIRCUT-40 mins

Mannequin-medium to short hair*NO LONGER THAN 6 INCHES

2 towels

1 trash bag

Dust pan and broom

Hair cutting cape

Shears

Comb (bring extras)

Duckbill clips or large clips

Water bottle

Newspaper for sanitation

LOUISIANA STATE BOARD OF COSMETOLOGY _____ COSMETOLOGY PRACTICAL EXAMINATION

SET & COMB OUT

GUIDELINES

- 5 Set must include rollers & clipped Pin Curls
and must not have hair falling off the rollers
- 5 Comb out must have form and balance
- 5 Back combing must be smooth
- 5 No roller marks visible
- 0 Mannequin must not be wet

WET WORK

GUIDELINES

- 4 Must be a complete head of finger waves
Finger waves must be horizontal
- 4 Rollers must be on base, half off base, off base
and roller in a shaping
- Rollers must be 1 inch in diameter & 2 1/2
inches long.
- Sub-Sections of rollers must be diameter size
of yellow rollers (1 inch)
- 4 Brush wave must be 3 rows of VERTICAL
alternating pin curls.

- 4 Skip wave must be diagonal & must be a
shaping, row of pin curls, another shaping, &
another row of pin curls.

- 4 Four pin curls, 1 on base, 1 half off base, 1 off
base & 1 in a shaping.
- Pin curls must be on one base line & must be
clipped

PERMANENT WAVE

GUIDELINES

- 10 Sub-sections must be according to the long
six white rods and rods must be half must be half off base
- No fish hooks
- No picks allowed

- 10 Must be a double end paper flat wrap
- Rods must be half off base with tension
- Section must be complete
- Must be on FRONT LEFT PANEL
- 0 Must have a mannequin

FOIL

GUIDELINES

- 10 The foil must be close to the scalp and the
hair must be weaved
- Strand must be completely saturated with
the product
- 10 The section must be completed
- 0 Must be on FRONT RIGHT PANEL
- 0 Must have a mannequin

TOTAL _____

CHECK BOX

- 5 Set did not have clipped Pin Curls
Hair was falling off the rollers.
- 5 Comb out had no form or balance
- 5 Back combing was not smooth
- 5 Roller marks were visible
- 0 Mannequin was wet, unable to comb

TOTAL _____

CHECK BOX

- 4 Did not do a complete head of finger waves
Finger waves were not horizontal
- 4 Rollers were not on base, half off base,
off base, or in a shaping
- Rollers were not 1 inch in dia in diameter
- Rollers not 2 1/2 inch long
- 4 Sub-Sections were not the diameter size
of the yellow rollers (1 inch)
- 4 Did not properly execute the brush wave
The brush wave was not VERTICAL
- 0 No brush wave executed
- 4 The skip wave was not properly executed
and was not diagonal
- 0 No skip wave executed
- 4 The pin curls were not on base, half off
base & 1 in a shaping.
- 4 The pin curls were not on one base line &
not clipped.
- 0 No Pin curls executed

TOTAL _____

CHECK BOX

- 10 Sub sections not according to the six long
white rods and rods not half off base
- Fish hooks were present
- Picks were used _____ Less than 6 rods
- 10 Did not use a double end paper flat wrap
- Rods not half off base and no tension
- Section was incomplete
- Not on FRONT LEFT PANEL
- 0 Did not have a mannequin.

TOTAL _____

CHECK BOX

- 10 Foil was too far from the scalp & the
hair was not weaved
- The strand was not completely saturated
with the product
- 10 Section was not completed
- 0 Not on the FRONT RIGHT PANEL
- 0 Did not have a mannequin

Examiner's Name _____ Examiner's _____

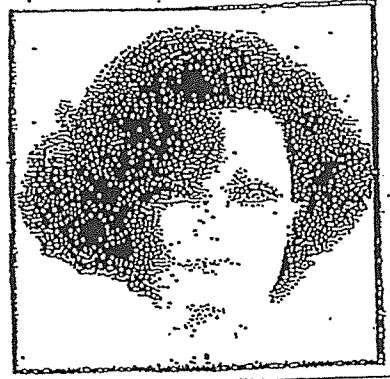
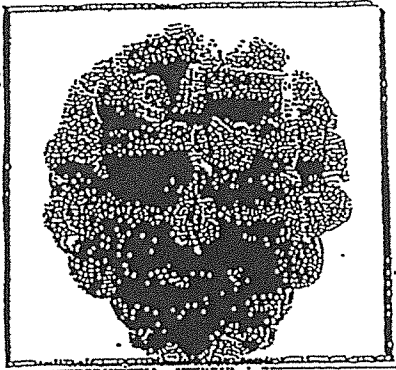
Applicant's _____

VIRGIN BLEACH	TOTAL _____
GUIDELINES	
___ 10 If hair is 4 inches or shorter apply product 1/2 inch from the scalp to the ends of hair strand ___ If hair is longer than 4 inches apply product down to about 1/2 inch of the ends ___ Hair stand must be completely saturated on both sides with the product ___ 0 Must be on the BACK RIGHT PANEL	___ 10 Product applied too close to the scalp ___ Product applied too far from the scalp ___ Product not applied down to about 1/2 to 1 inch of long hair strand ___ Product was applied to the ends of long hair ___ Product not on ends of short hair ___ Hair strand not completely saturated with the product ___ 0 Not on BACK RIGHT PANEL
___ 10 Section must be completed ___ 0 Must have a mannequin	___ 10 Section was not completed ___ 0 Did not have a mannequin
HAIR COLOR RETOUCH	TOTAL _____
GUIDELINES	
___ 10 Application of product to re-growth only at the scalp area (1/2 inch) and must be evenly saturated	___ 10 Product applied to far down the strand or not on the scalp area & not evenly saturated ___ Not enough product on the hair strand
___ 10 Section must be completed ___ Must be on TOP SECTION ___ 0 Must have a mannequin	___ 10 Section was not completed ___ Not on TOP SECTION ___ 0 Did not have a mannequin
RELAXER RETOUCH	TOTAL _____
GUIDELINES	
___ 10 Apply the product to re-growth area about 1/4 to 1/2 inch from the scalp ___ Hair strand must be evenly saturated with product	___ 10 Product applied too far down the strand ___ Product applied too far from the scalp ___ Hair strand not completely saturated with the product/ ___ Not enough product
___ 10 Section must be completed ___ Must be on LEFT BACK PANEL ___ 0 Must have a mannequin	___ 10 Section was not completed ___ Not on LEFT BACK PANEL ___ 0 Did not have a mannequin
HAIRCUT	TOTAL _____
GUIDELINES	
___ 10 Must cut no less than 1 inch of hair ___ Must cut a 90 degree uniformed layered haircut ___ Must not be shorter than 3 inches	___ 10 Did not cut 1 inch of hair ___ Did not cut a 90 degree uniformed layered haircut ___ Haircut was shorter than 3 inches
___ 10 Must be a completed haircut ___ 0 Must have a mannequin	___ 10 Did not complete the haircut ___ 0 Did not have a mannequin

EXAMINER'S NAME _____
 EXAMINER'S NAME _____

APPLICANT'S # _____

SET AND COMB OUT

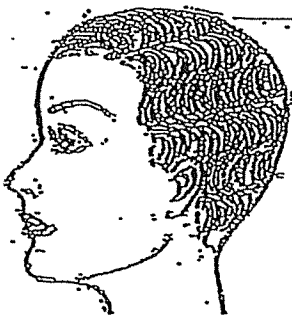


1. SET MUST INCLUDE ROLLERS AND PIN CURLS.
2. PIN CURLS MUST BE CLIPPED.
3. STUDENTS ARE NOT TIMED FOR THE GRADING OF THE SET.
4. STUDENTS ARE ALLOWED 20 MINUTES FOR THE COMB OUT.

COMB OUT

1. ROLLERS MARKS MUST NOT BE VISIBLE.
2. BACK COMBING MUST BE SMOOTH.
3. COMB OUT MUST HAVE FORM & BALANCE.

WET WORK



FINGER WAVES MUST
BE HORIZONTAL

FINGER WAVE

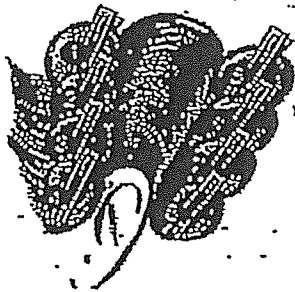


ENTIRE HEAD MUST BE COMPLETED
FINGER WAVE IS 4 POINTS OF THE
WET WORK SECTION.

STUDENTS HAVE 10 MINUTES TO
FINGER WAVE THE ENTIRE HEAD.

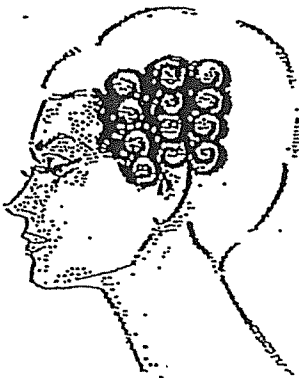
SKIP WAVE

THE SKIP WAVE IS A COMBINATION FINGERWAVE AND PIN CURL PATTERN,
THE PIN CURLS BEING PLACED IN ALTERNATE FINGER WAVE FORMATIONS.
THIS TECHNIQUE IS RECOMMENDED TO CREATE WIDE, SMOOTH, FLOWING
VERTICAL WAVES,



VERTICAL BRUSH WAVE

IN FRONT OF THE EAR CREATE A ROW OF COUNTER CLOCK WISE PIN CURLS.
ON TOP OF THE EAR CREATE A ROW OF CLOCK WISE PIN CURLS.
BEHIND THE EAR CREATE A ROW OF COUNTER CLOCK WISE PIN CURLS.



ROLLER PLACEMENT

DOTTED LINES INDICATES THE ANGLE
ANGLE THE HAIR IS HELD

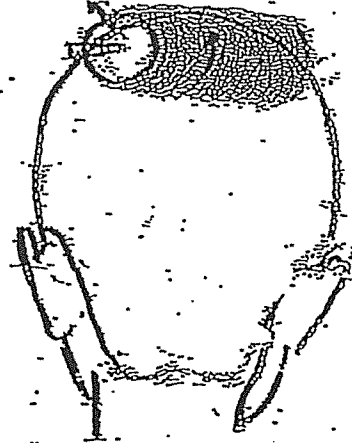
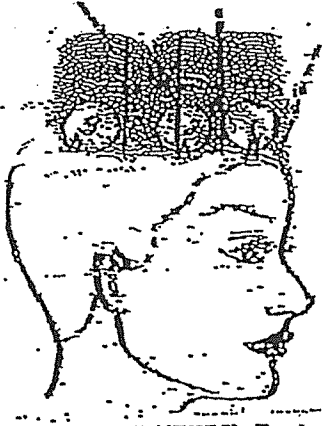
ROLLER # 1 IS (ON BASE)

ROLLER # 2 IS (1/2 OFF BASE)

ROLLER # 4 (ROLLER IN A SHAPING)

1. COMB HAIR INTO A SHAPING

2. PLACE ROLLER AT THE BEGINNING OF
THE HAIR AND ROLL INTO THE SHAPING.



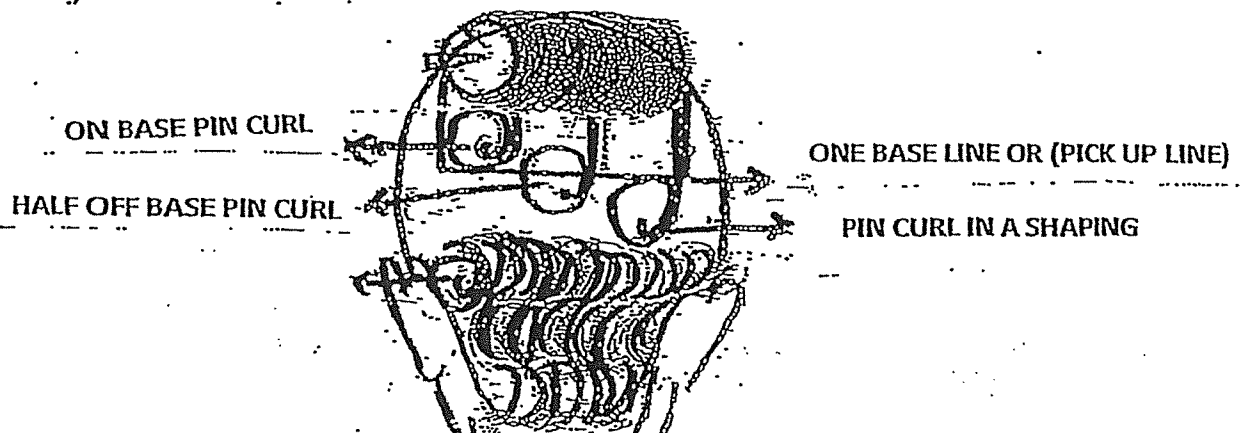
ONLY YELLOW ROLLERS

ROLLERS MUST BE NO LONGER THAN 2 1/2 INCHES IN LENGTH & 1 INCH



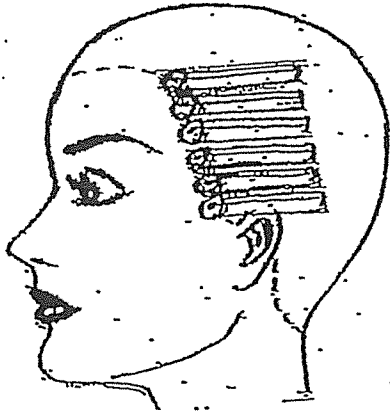
PIN CURL CONSTRUCTION

1. UNDER THE ROLLER IN A SHAPING CREATE A SECTION ABOUT THE SIZE OF THE ROLLER AS SHOWN.
2. SUB-DIVIDE THE SECTION INTO 3 EQUAL SECTIONS FOR THE PIN CURLS.
3. CREATE THREE PIN CURLS AS SHOWN, (ON BASE) (HALF OFF BASE), & (OFF BASE).
4. COMB THE REMAINDER OF THE HAIR INTO SHAPINGS.
5. AT THE OPEN END OF ONE OF THE SHAPINGS CONTRUCT A PIN CURL. (THIS IS YOUR PIN CURL IN A SHAPING AS REQUIRED).



CHEMICALS

PERMANENT WAVE

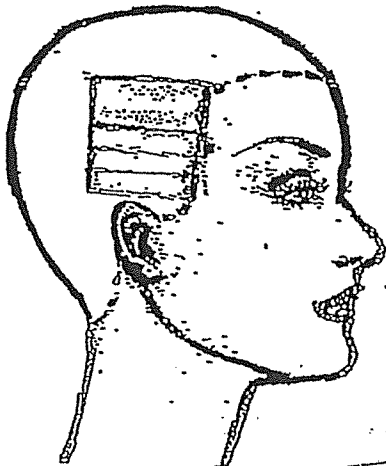


FRONT LEFT PANEL
MINIMUM OF SIX WHITE RODS

1. Wrapping procedure /rubber bands/long white rods
2. Use of end papers in relation to strand of hair. Preferred method (double end papers)
3. Position of rod on scalp in relation to size of strand and size of rod. All rods are to be rolled half off base.
4. Sectioning /neatness and size according to white rods and a minimum of six rods.
(FRONT LEFT PANEL)

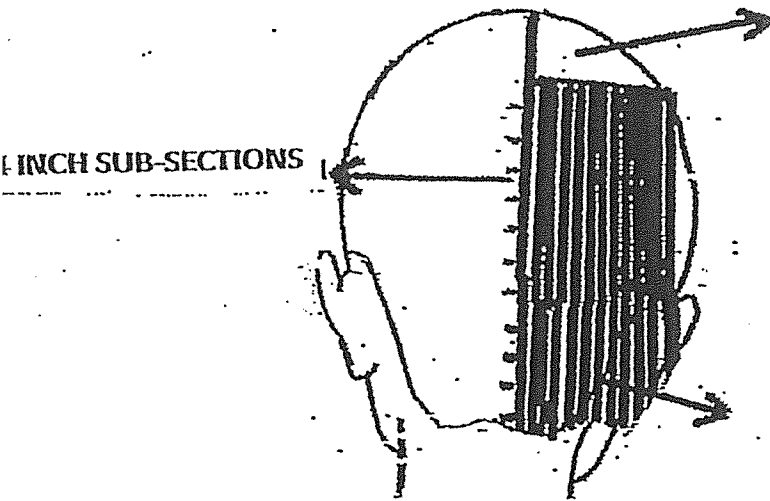
NOTE: Half off base placement refers to wrapping the hair at a 90 degree angle or straight out from the center of the section. Half off base placement minimizes stress and tension on the hair.

FOIL HI-LITE



1. Foil section must be at the FRONT RIGHT PANEL
2. Placement of foil/close to scalp
3. Strands must be weaved and completely saturated with product.
4. Section must be completed

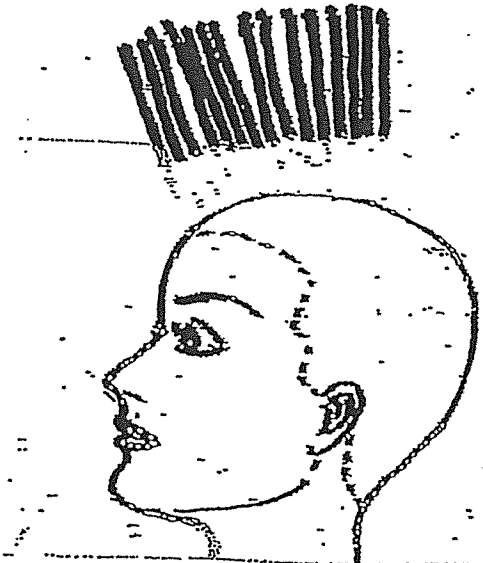
VIRGIN BLEACH



NEW GROWTH

APPLY PRODUCT 1/2 INCH FROM THE SCALP

1. IF THE HAIR IS 4 INCHES OR SHORTER, APPLY THE PRODUCT DOWN TO THE ENDS.
2. IF THE HAIR IS LONGER THAN 4 INCHES, APPLY THE PRODUCT DOWN TO THE POROUS ENDS, APPROXIMATELY 1 INCH FROM THE ENDS OF THE HAIR.



1/4 inch sub-sections

APPLY COLOR ON SCALP
TO 1/2 INCH OF HAIR STRAND

HAIR COLOR RETOUCH

You will need to retouch the new growth as the hair grows in order to keep it looking attractive and to avoid a two-toned effect. Hair grows approximately 1/2 inch per month.

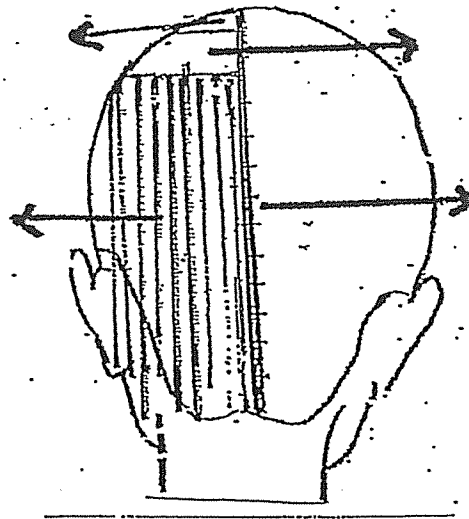
1. 1/4 inch sub-sections.
2. Beginning at the scalp, apply the color on the scalp and up to 1/2 inch of the hair strand.
3. Product must not exceed the 1/2 inch re-growth because hair grows approximately 1/2 inch per month.

NOTE: MANNEQUIN HEADS THAT HAVE BEEN PURCHASED PRE-SECTIONED INDICATING SECTION BY VARIOUS COLORS UNDER/OR NOTCHES ARE NOT ALLOWED.

RELAXER RETOUCH

Apply the product $\frac{1}{8}$ inch
From the scalp down to $\frac{1}{2}$
Inch of the hair strand

HAIR STRAND

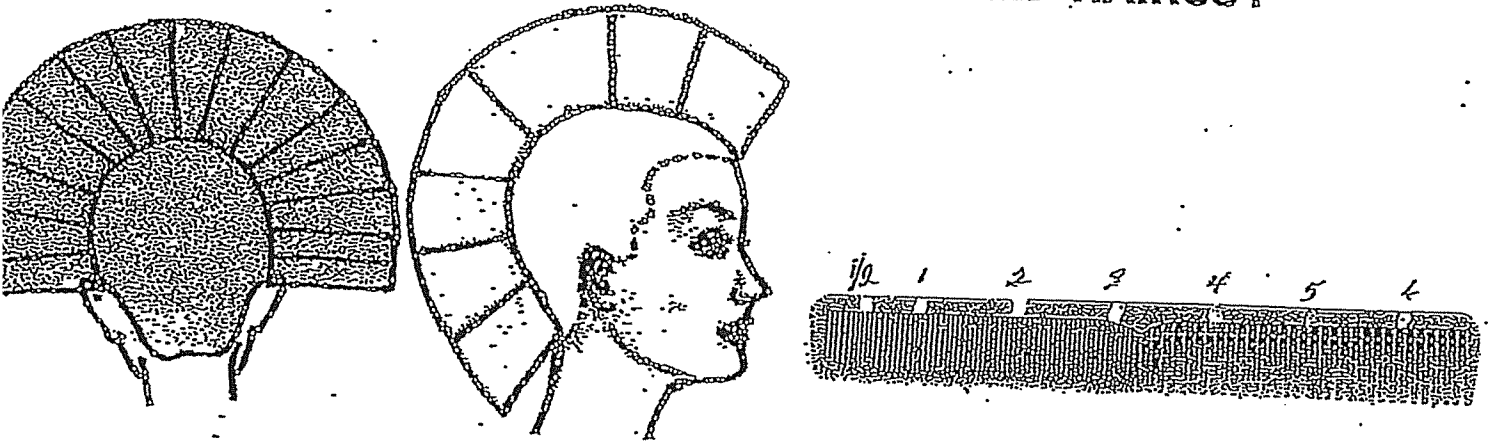


NEW GROWTH

$\frac{1}{4}$ INCH SUB-SECTIONS

HAIRCUT

90 DEGREE UNIFORM LAYERED HAIRCUT



1. Your manikin should be no longer than the length of a comb (7 inches).
2. Mark your comb so you can easily see the inches.
3. You must cut no less than 1 inch and you cannot cut the manikin shorter than 3 inches.
4. Use your comb as shown in the pictures to indicate where the 90 degrees are.
5. Hair must be the same length throughout the haircut.
6. Your completed haircut cannot be longer than 7 inches.

Study Material For Manicurist (Nails) National



NATIONAL NAIL TECHNOLOGY (MANICURING) WRITTEN EXAMINATION

CANDIDATE INFORMATION BULLETIN

Please visit www.nictesting.org for the most current bulletin prior to testing.

The National Nail Technology (Manicuring) Examination is the national licensure examination for Nail Technicians (Manicurists), which is developed and administered by the National-Interstate Council of State Boards of Cosmetology (NIC). This Information Bulletin includes the content outline covered by the NIC National Nail Technology (Manicuring) examination, sample questions, and answers. The time allowed for the Nail Technology (Manicuring) written examination is 90 minutes.

SCIENTIFIC CONCEPTS 45%

Understand infection control procedures as it relates to:

- ◇ Bacteria and how they are spread
- ◇ Viruses and how they are spread
- ◇ Fungi and how they are spread
- ◇ Methods of sanitation
- ◇ Methods of disinfection
- ◇ Methods of sterilization
- ◇ Nail services
- ◇ Sanitizing and disinfecting circulating and noncirculating pedicure tubs
- ◇ Dispensing products (e.g., using a spatula)

Understand safety procedures as related to:

- ◇ Disposal of soiled materials
- ◇ Storage of supplies
- ◇ OSHA requirements for Material Safety and Data Sheets (MSDS)
- ◇ OSHA requirements for product labeling
- ◇ OSHA requirements for product storage
- ◇ OSHA requirements for ventilation
- ◇ OSHA requirements for product disposal
- ◇ OSHA requirements for blood borne pathogens
- ◇ OSHA requirements for Universal Precautions
- ◇ Preventing work injuries

Understand basic human anatomy/physiology as it relates to:

- ◇ The function of the skin
- ◇ The structure of the skin

- ◇ Disorders and diseases of the skin (e.g., abnormal pigmentation, infections, inflammations, lesions)
- ◇ The skeletal system and its function
- ◇ The muscular system and its function
- ◇ The vascular/circulatory system and its function
- ◇ The nervous system and its function

Understand nail anatomy/physiology as it relates to:

- ◇ The parts of the nail (e.g., root, mantle, matrix)
- ◇ The structure and composition of the nail (e.g., keratin, layers of the nail, blood supply to the nail)
- ◇ Nail conditions and disorders
- ◇ Nail diseases
- ◇ Signs of infections

Understand basic chemistry as it relates to:

- ◇ Adhesion
- ◇ Chemical reactions
- ◇ Physical reaction
- ◇ Product ingredients

Understand product function as it relates to:

- ◇ Acetone and non-acetone products
- ◇ Alum
- ◇ Antiseptic
- ◇ Brush cleaners
- ◇ Catalyst/Activator
- ◇ Cuticle cream/oil
- ◇ Exfoliants
- ◇ Gel
- ◇ Moisturizers
- ◇ Monomer
- ◇ Nail polish
- ◇ Polymer
- ◇ Primer

- ◇ Resin/Adhesive
- ◇ Solvent

NAIL TECHNOLOGY PROCEDURES 55%

Perform general procedures as it relates to:

- ◇ Client consultation
- ◇ Nail assessment
- ◇ Conditions that would prohibit service (contraindications)
- ◇ Service recommendations
- ◇ Service documentation (e.g., client card)

Understand the function of:

- ◇ Nail equipment (e.g., table, lamp, pedicure basin)
- ◇ Nail implements (e.g., nail clippers, cuticle pusher, nippers)
- ◇ Nail supplies, products, and materials (e.g., cotton, lotion, towels)

Perform nail service preparation as it relates to:

- ◇ Sanitation and disinfection of work station/service area (e.g., pedicure basin, table)
- ◇ Station set-up
- ◇ Sanitizing technician's hands and client's hands and/or feet

Perform manicure services as it relates to:

- ◇ Removing nail polish
- ◇ Clipping and shaping nails safely
- ◇ Softening cuticles in warm soak
- ◇ Using cuticle remover/solvent

- ◇ Pushing back cuticles safely
- ◇ Removing excess cuticle safely
- ◇ Cleaning nails safely
- ◇ Applying cuticle oil/cuticle cream
- ◇ Applying lotion for massage
- ◇ Removing traces of oil or lotion on/under nails safely
- ◇ Buffing nails safely
- ◇ Applying nail polish
- ◇ Paraffin service
- ◇ Hot oil/lotion service

Perform pedicure services as it relates to:

- ◇ Removing nail polish
- ◇ Clipping and shaping nails safely
- ◇ Softening cuticles in warm soak
- ◇ Using cuticle remover/solvent
- ◇ Pushing back cuticles safely
- ◇ Removing excess cuticle safely
- ◇ Exfoliating safely
- ◇ Reducing calluses safely
- ◇ Cleaning nails safely
- ◇ Applying cuticle oil/cuticle cream
- ◇ Applying lotion for massage
- ◇ Removing traces of oil or lotion on/under nails safely
- ◇ Buffing nails safely
- ◇ Applying nail polish
- ◇ Paraffin service

Perform basic massage movements as it relates to:

- ◇ Effleurage
- ◇ Friction
- ◇ Petrissage
- ◇ Tapotement

Perform nail enhancement services as it relates to:

- ◇ Tip application
- ◇ Tip trimming
- ◇ Tip blending
- ◇ Removing tip safely
- ◇ Acrylic overlays
- ◇ Acrylic sculptured nails
- ◇ Acrylic maintenance (fill-ins, refills, rebalance)
- ◇ Acrylic backfill (e.g., pink and white maintenance)
- ◇ Removing acrylic safely
- ◇ Wrap overlays
- ◇ Wrap maintenance (fill-ins, refills, rebalance)
- ◇ Removing wrap safely
- ◇ Light-cured gel overlays
- ◇ Light-cured gel sculptured nail
- ◇ Light-cured gel maintenance (fill-ins, refills, rebalance)
- ◇ Light-cured gel backfill (e.g., pink and white maintenance)
- ◇ Removing light-cured gel safely
- ◇ Contouring and shaping nails
- ◇ Using a file/buffer safely
- ◇ Using an electric file safely

SAMPLE QUESTIONS

The following sample questions are similar to those on the NIC Nail Technology (Manicuring) Written Examination. Each question is followed by four answer choices. Only one choice is correct. Correct answers are listed following the sample questions.

1. Pumice stone is used in pedicuring as
 - a. an abrasive.
 - b. a bleach.
 - c. a lubricant.
 - d. an astringent.
2. What is the **FIRST** step in performing a manicure?
 - a. Shape the nails
 - b. Soften the cuticles
 - c. Clean under free edge
 - d. Remove old polish
3. Where should all manicuring cosmetic supplies be kept when not being used?
 - a. On a clean shelf
 - b. On the manicuring table
 - c. In a clean manicuring kit
 - d. In clean, closed containers
4. Which one of the following is a condition in which the cuticle splits around the nail?
 - a. Hangnails
 - b. Pterygium
 - c. Onychophagy
 - d. Onychorrhexis
5. Nerves and blood vessels are found in the nail
 - a. bed.
 - b. wall.
 - c. plate.
 - d. grooves.
6. An antiseptic is used in manicuring to
 - a. bleach the nails.
 - b. treat minor cuts.
 - c. smooth corrugated nails.
 - d. give the nails a high sheen.
7. After each use, manicuring implements should be
 - a. wiped with a towel.
 - b. wiped with a tissue.
 - c. cleansed and disinfected.
 - d. placed in dry storage.
8. For which one of the following are oil manicures recommended?
 - a. Leuconychia
 - b. Split nails
 - c. Brittle nails
 - d. Prevention of infection
9. What is the actively growing part of the nail?
 - a. Lunula
 - b. Matrix
 - c. Mantle
 - d. Free edge
10. What should be applied to a split in the nail before wrapping it?
 - a. Top coat
 - b. Base coat
 - c. Adhesive glue
 - d. Nail hardener

Answers

- | | | | |
|------|------|------|-------|
| 1. a | 4. a | 7. c | 10. c |
| 2. d | 5. a | 8. c | |
| 3. d | 6. b | 9. b | |

**PLEASE CALL PSI at
1-800-211-2754 to take
the NAIL
TECHNOLOGY
ONLINE PRACTICE
TEST
(\$30.00 fee applies)**

**NAIL TECHNOLOGY
(MANICURING)
REFERENCES**

Milady's Standard Nail Technology 6th Edition, 2011

Milady
5 Maxwell Drive
Clifton Park, NY 12065
(800) 347-7707
www.Milady.com

Salon Fundamentals Nails 2007

Pivot Point International, Inc.
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NIC, Inc., August 2007
www.nictesting.org

**OPTIONAL
REFERENCES**

Milady's Standard Textbook of Cosmetology, 2008

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5 Maxwell Drive
Clifton Park, NY 12065
(800) 730-2214
www.Milady.com

Salon Fundamentals, Cosmetology, 2007

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www.pivot-point.com

NIC Health and Safety Standards

NIC, Inc., October 2002
www.nictesting.org

***Cleaning and Disinfecting of Circulating and Non Circulating Tubs and Spa's
for All Industry Modalities.***

The recommended cleaning and disinfecting standard for all circulating and non-circulating tubs or spas are: (the use of eye goggles and nitrile protective gloves are recommended and exposure of the client's feet, or other skin areas of the body to disinfectants should be avoided).

After each client or service:

1. Drain the tub.
2. Clean the tub according to manufacturer's instructions. Take special care to remove all film, especially at the water line. Rinse the tub well.
3. Fill the tub with water.
 - a. Add appropriate disinfectant into the water according to the following:
 - i. At Minimum, use an EPA registered, bactericidal, virucidal, fungicidal, and pseudomonacidal (Formulated for Hospitals) disinfectant that is mixed and used according to the manufacturer's directions, **EXCEPT TUBS THAT HAVE COME IN CONTACT WITH BLOOD OR BODY FLUIDS.**
 - ii. **If a Tub has COME IN CONTACT WITH BLOOD OR BODY FLUIDS** at minimum, an EPA registered disinfectant that is effective against HIV –1 and human Hepatitis B Virus or Tuberculocidal that is mixed and used according to the manufacturer's directions shall be used.
 - b. Allow the disinfectant to stand for non-circulating tubs or to circulate for circulating tubs for the time specified according to the manufacturer's instructions.
4. **At the end of the day remove all removable parts (filters, screens drains, jets, etc)** clean and disinfect the removable parts as follows:
 - a. Scrub with a brush and soap or detergent until free from debris.
 - b. Rinse.
 - c. Completely immerse in an EPA registered, bactericidal, virucidal, fungicidal, and pseudomonacidal (Formulated for Hospitals) disinfectant that is mixed and used according to the manufacturer's directions.
 - d. Rinse.
 - e. Air dry.
5. Replace the disinfected parts into the tubs. (drains, jets, etc.) or, store them in a disinfected, dry, covered container that is isolated from contaminants.

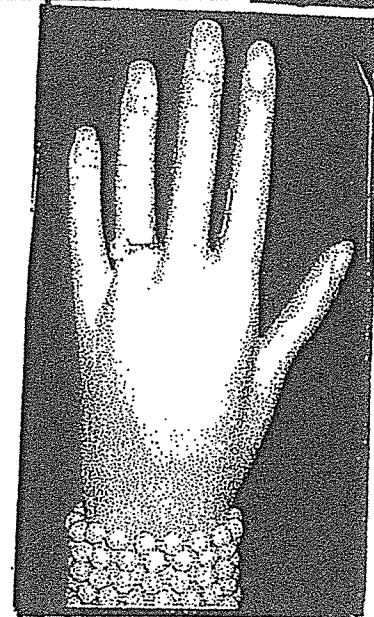
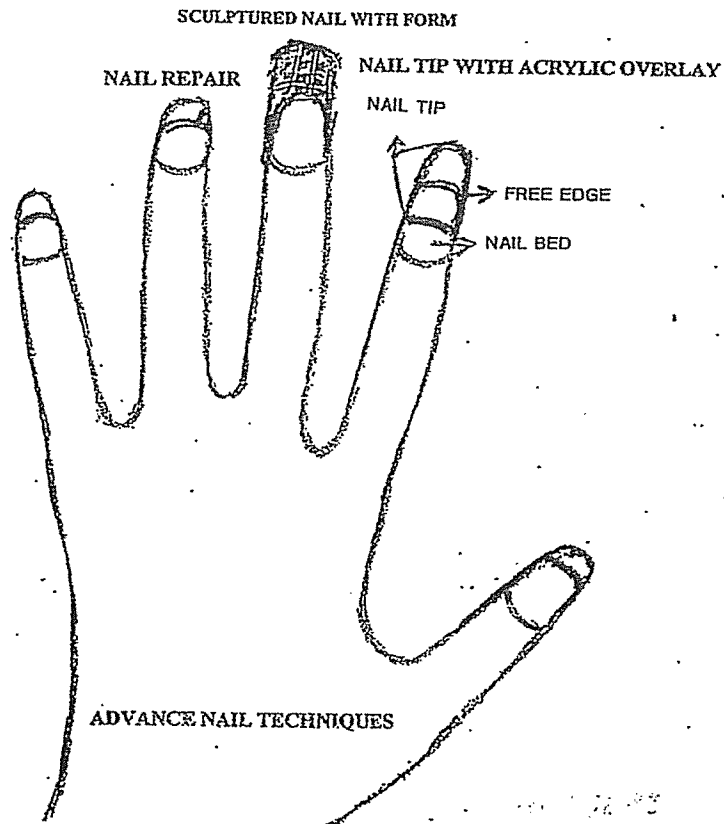
Salons are choosing to purchase extra drains and removable parts so the parts can immediately be changed out with pre disinfected parts saving time between clients. If so, any part which has **COME IN CONTACT WITH BLOOD OR BODY FLUIDS** must at minimum be disinfected with an EPA registered disinfectant that is effective against HIV –1 and human Hepatitis B Virus or Tuberculocidal that is mixed and used according to the manufacturer's directions. Storage as in number 5 above.

Adopted August 2007

Study Material For Manicuring (Nails) Practical

STATE BOARD PREPARATION

**STUDENTS MUST HAVE
NAILS GULED ON MANIKIN
HAND OR FINGERS BEFORE
REPORTING FOR TESTING.
NAILS MUST BE FROM THE
CUTICLE PASS THE FREE
EDGE.**



ADVANCE NAIL TECHNIQUE

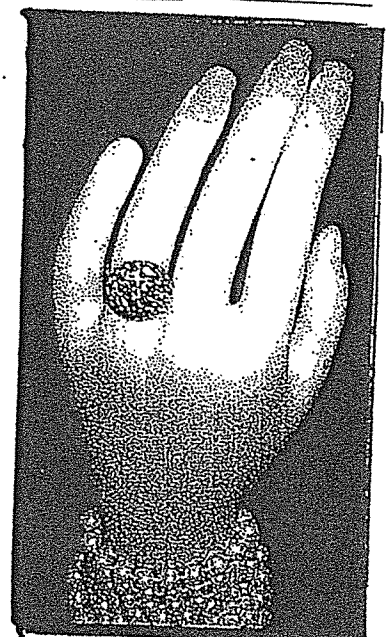
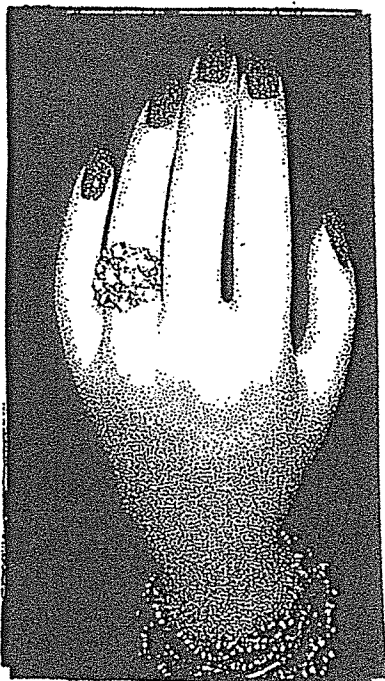
**NOTE: STUDENTS WILL HAVE 45
MINUTES FOR THIS PHASE.**

1. A NAIL REPAIR
2. A TIP OVERLAY
3. ACRYLIC NAIL WITH FORM

MANICURE

30 MINUTES FOR THIS PHASE

1. MUST COMPLETE A MANICURE
ON ONE HAND
2. MUST DO HAND AND ARM MASSAGE
3. ALL NAILS MUST ABE POLISHED
WITH A RED NAIL POLISH
4. ALL NAILS MUST BE UNIFORM



LOUISIANA STATE BOARD OF COSMETOLOGY	MANICURIST EXAMINATION
NAIL REPAIR	TOTAL _____
GUIDELINES	CHECK BOX
<input type="checkbox"/> 5 Student set up work area correctly & performed proper infection control & sanitation techniques	<input type="checkbox"/> 5 Proper infection control/sanitation techniques was not performed
<input type="checkbox"/> 10 Student performed proper procedures for nail repair & general execution of the repair & the nail must be buffed and complete.	<input type="checkbox"/> 10 Proper procedures for nail repair & general execution of the nail repair was not performed & the nail was not buffed and complete
<input type="checkbox"/> 5 Artificial nail applied to artificial hand or fingers prior to appearing for testing	<input type="checkbox"/> 5 Artificial nails were not applied to artificial hand or fingers prior to testing
NAIL TIP	TOTAL _____
GUIDELINES	CHECK BOX
<input type="checkbox"/> 10 Student performed proper procedures for nail tip	<input type="checkbox"/> 10 Proper procedures for the nail tip was not performed
<input type="checkbox"/> 5 Artificial nail must be applied prior to testing	<input type="checkbox"/> 5 Artificial nail was not applied before testing
<input type="checkbox"/> 5 Student must apply a nail tip & the nail must be buffed & complete	<input type="checkbox"/> 5 Unable to determine if a nail tip was applied & the nail was not buffed & complete
ACRYLIC NAIL	TOTAL _____
GUIDELINES	CHECK BOX
<input type="checkbox"/> 10 Student must perform proper procedure & general execution for the acrylic nail	<input type="checkbox"/> 10 Proper procedure & general execution for the acrylic nail was not performed
<input type="checkbox"/> 5 Artificial nail must be applied prior to testing	<input type="checkbox"/> 5 Artificial nail was not applied prior to testing
<input type="checkbox"/> 5 The acrylic nail must be buffed smooth & filed	<input type="checkbox"/> 5 The nail was not buffed smooth & filed
SUPPLIES AND TABLE	TOTAL _____
GUIDELINES	CHECK BOX
<input type="checkbox"/> 10 Student's supplies must be labeled in English	<input type="checkbox"/> 10 The supplies were not labeled in English
<input type="checkbox"/> 10 The work area must be properly prepared for sanitation & infection control & set up properly	<input type="checkbox"/> 10 The work area was not properly prepared for sanitation & infection control & not set up properly
MANICURE	TOTAL _____
GUIDELINES	CHECK BOX
<input type="checkbox"/> 5 Student must begin procedure with the little finger of the hand	<input type="checkbox"/> 5 Did not begin procedure with the little finger of the hand
<input type="checkbox"/> 5 Must shape the nails from corner to corner & must be unified in shape	<input type="checkbox"/> 5 Did not shape the nails from corner to corner & the nails were not unified in shape
<input type="checkbox"/> 10 Student must apply a base coat, red nail polish. & top coat & the the manicure must be complete	<input type="checkbox"/> 10 Did not apply a base coat, red nail polish & a top coat & the manicure was incomplete

Study Material For Esthetician(Facial) National



NATIONAL ESTHETICS THEORY EXAMINATION

CANDIDATE INFORMATION BULLETIN

Please visit your examination provider's website for the most current bulletin prior to testing.

The National Esthetics Theory Examination is the licensure examination for Estheticians, which is developed by the National-Interstate Council of State Boards of Cosmetology (NIC). This bulletin contains **IMPORTANT INFORMATION** regarding the examination, including content outline covered by the theory examination, sample questions and answers, and references. The time allowed for the Esthetics Theory Examination is 90 minutes.

PLEASE REVIEW ALL INFORMATION CAREFULLY.

IMPORTANT INSTRUCTIONS

- Do not leave the examination area without permission. Permission must be obtained to leave the examination area for any reason, including restroom usage or at the completion of the examination. Picture ID is required for re-entry into examination.
- With the exception of verbal instructions, the proctors and examination administration personnel are not allowed to communicate with candidates.
- If you have an emergency situation please notify the proctor.
- The following provides examples of materials and actions that are prohibited during the examination administration:
 - Possession of cellular phones, pagers, tablets, computers, projectors, cameras, or any other electronic or recording devices, printed materials, or handwritten notes.
 - Communicating to other candidates.
 - Exhibiting disruptive behavior.
 - *The above referenced items or actions are not an exhaustive list. Failure to comply with any of these conditions or exhibiting ANY behavior that suggests an effort to cheat will result in your immediate dismissal from the examination and your actions reported to the proper authorities.*

ESTHETICS THEORY EXAMINATION CONTENT OUTLINE

1. **SCIENTIFIC CONCEPTS (55%)**
 - A. Apply knowledge of infection control procedures related to:
 1. Microbiology
 - a. Bacteria
 - b. Viruses
 - c. Parasites
 - d. Fungi
 2. Infection control
 - a. Levels of infection control
 - i. Cleaning and Sanitation
 - ii. Disinfection
 - iii. Sterilization
 - b. Methods of infection control
 - i. Heat
 - ii. Chemical Agents
 3. Safety procedures and guidelines
 - b. Blood exposure/contact

- B. Demonstrate an understanding of basic knowledge of human physiology and anatomy related to:
 - 1. Cells
 - a. Structure
 - b. Growth and reproduction
 - 2. Tissues
 - a. Epithelial
 - b. Connective
 - c. Nerve
 - d. Muscular
 - 3. Organs and their function (e.g. skin, lungs, heart)
 - 4. Systems and their functions (e.g., muscular, integumentary, nervous)
- C. Demonstrate an understanding of histology and physiology of the skin related to:
 - 1. Structure and function of the layers of the skin
 - 2. Structure and function of the glands
 - 3. Structure of the hair follicle
 - 4. Functions of the skin (e.g., protection, temperature regulation, absorption)
- D. Demonstrate an understanding of skin disorders and diseases related to:
 - 1. Disorders of the sebaceous gland (e.g., acne, millia, seborrhea)
 - 2. Disorders of the sudoriferous gland (e.g., hyperhidrosis, bromhidrosis, anhidrosis)
 - 3. Contagious diseases (e.g., bacterial conjunctivitis, herpes simplex, tinea)
 - 4. Skin inflammations (e.g., dermatitis, eczema, rosacea)
 - 5. Skin pigmentation (e.g., hyperpigmentation, hypopigmentation)
 - 6. Skin growths (e.g., verruca, moles, keratoma)
 - 7. Skin cancers (e.g., basal cell carcinoma, squamous cell carcinoma, malignant melanoma)
 - 8. Skin lesions (e.g., keloid, scars, ulcers)
- E. Understand composition of body hair related to:
 - 1. Structure and growth of hair
 - 2. Abnormal hair growth (e.g., hirsutism, hypertrichosis)
- F. Demonstrate an understanding of basic chemistry including the composition and purpose of cosmetic products related to:
 - 1. Ingredients (e.g., peptides, humectants)
 - 2. Labeling
 - 3. Function (e.g., hydration, protection, cleanse)
 - 4. Acidity/Alkalinity (i.e., pH)

2. SKIN CARE AND SERVICES (45%)

- A. Demonstrate an understanding of performing a client consultation and documentation related to:
 - 1. Skin analysis
 - a. Fitzpatrick scale
 - b. Skin type
 - c. Skin condition
 - 2. Client records (e.g., health history, intake form, consultation chart)
 - 3. Treatment protocol
 - 4. Contraindications for skin services
- B. Demonstrate an understanding of cleansing procedures
- C. Demonstrate an understanding of steaming procedures (i.e., towel and steamer/vaporizer)
- D. Demonstrate an understanding of exfoliation procedures related to:
 - 1. Chemical (e.g., AHA, BHA, enzymes)
 - 2. Physical (e.g., scrubs, brushing, microdermabrasion)
 - 3. Gommage

- E. Demonstrate an understanding of extraction procedures
- F. Demonstrate an understanding of massage movements and effects
- G. Demonstrate an understanding of the use of masks related to:
 - 1. Clay/Mud
 - 2. Gel
 - 3. Rubberized
 - 4. Cream
- H. Demonstrate an understanding of hair removal methods and procedures related to:
 - 1. Waxing (i.e., hard and soft)
 - 2. Tweezing
- I. Demonstrate an understanding of principles of and procedures for makeup application related to:
 - 1. Analysis of face shapes and features
 - 2. Color theory
 - 3. Applications
- J. Demonstrate a knowledge of the use of electrical equipment during skin services related to:
 - 1. Magnifying lamp
 - 2. Wood's lamp
 - 3. Facial steamer/vaporizer
 - 4. High frequency machine
 - 5. LED therapy
 - 6. Microdermabrasion
 - 7. Microcurrent
- K. Demonstrate a basic knowledge of other services related to:
 - 1. Body treatments
 - 2. Eyelash extensions

ESTHETICS SAMPLE QUESTIONS

The following sample questions are similar to those on the NIC Esthetics Theory Examination. Each question is followed by four answer options. Only one option is correct. Correct answers (keys) are listed following the sample questions.

1. What is the term for the scientific study of the skin?
 - a. Myology
 - b. Angiology
 - c. Physiology
 - d. Dermatology
2. A product containing antiseptic reaches what level of decontamination?
 - a. Disinfection
 - b. Sterilization
 - c. Ionization
 - d. Sanitation
3. Which of the following is also referred to as the basal layer?
 - a. Stratum granulosum
 - b. Stratum lucidum
 - c. Stratum germinativum
 - d. Stratum corneum

4. During the anagen phase of hair growth, the hair is
 - a. beginning to destroy itself.
 - b. actively growing.
 - c. shedding.
 - d. disconnecting from the papilla.
5. A new client schedules for a series of chemical exfoliation treatments. When should the consultation form be reviewed and signed?
 - a. Monthly
 - b. Annually
 - c. At the first treatment
 - d. At each treatment
6. Dilated capillaries that can be seen beneath the surface of the skin are known as
 - a. seborrhea.
 - b. keratoma.
 - c. telangiectasia.
 - d. dehydrated.
7. Melanocytes that are more active will produce
 - a. lighter skin.
 - b. darker skin.
 - c. sebaceous skin.
 - d. dry skin.
8. In addition to softening sebum, another function of a facial steamer is to
 - a. oxygenate the skin.
 - b. moisturize the skin.
 - c. decrease circulation.
 - d. detoxify the skin.

Answers

1. d 3. c 5. d 7. b
2. d 4. b 6. c 8. a

**TO TAKE THE NIC
ESTHETICS ONLINE
PRACTICE EXAM
CLICK HERE**

OR GO TO:

<http://www.iqtesting.com/registrationv2008/quickregister.aspx>

**FOR ASSISTANCE,
PLEASE CALL IQT AT
1-866-773-1114.
(\$39.00 fee applies)**

ESTHETICS REFERENCES

PRIMARY REFERENCES

Milady's Standard Esthetics: Fundamentals

2013, 11th Edition

Joel Gerson, Janet D'Angelo, Sallie Deitz et al

Milady

5 Maxwell Drive

Clifton Park NY 12065-2919

www.milady.cengage.com

Salon Fundamentals Esthetics – A Resource for Your Skin Care Career

2007, 11th printing, 2nd Edition, August 2013

Pivot Point International, Inc.

World Headquarters

1560 Sherman Avenue, Suite 700

Evanston, IL 60201

800-886-4247

www.pivot-point.com

NIC Infection Control and Safety Standards

Adopted 1998: Revised October 2002, Revised August 2014

National-Interstate Council of State Boards of Cosmetology

[http://nictesting.org/memberinfo/NIC Health & Safety Standards- Aug 2014.pdf](http://nictesting.org/memberinfo/NIC_Health_&_Safety_Standards- Aug 2014.pdf)

SUPPORTING REFERENCES

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Study Material For Esthetician(Facial) Practical

Esthetician Exam Supply List

Supplies:

Hand towels Paper towels
Hand sanitizer Antibacterial soap
Astringent Fan and mask brushes

Bowls Spatulas
Headband Blanket
Clean Linens Client gown or wrap

Disposables:

Cotton pads Cotton rounds
Tissues Cotton swabs
Gloves Extrication supplies

Products:

Cleanser Toner
Exfoliant Mask (appropriate to skin type)
Massage lotion Moisturizer
Sunscreen Optional: serums, eye cream, lip balm

Makeup:

Concealer Highlighter
Contour colors Foundation
Powder Eye Shadow
Eyeliners Mascara
Blush Lip liners
Lipsticks

Supplies/Accessories:

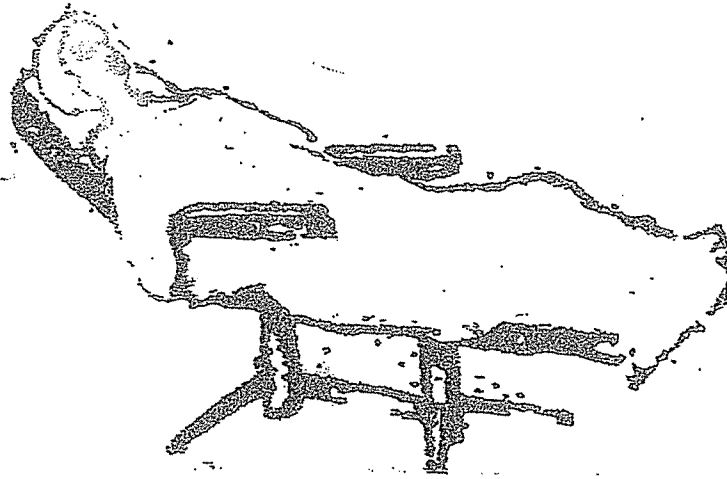
Cape Alcohol
Hair clip Headband
Brushes Pencil Sharpener
Mirror Lash comb
Lash curler Disposables

LOUISIANA STATE BOARD OF COSMETOLOGY
ESTHETICIAN EXAMINATION

PREPARATION FOR FACIAL	TOTAL _____
GUIDELINES	CHECK BOX
___ 5 Student had adequate amount of st of supplies	___ 5 Student did not have adequate amount of supplies
___ 10 Student demonstrated proper safety & sanitation techniques	___ 10 Did not demonstrate proper safety & sanitation techniques
___ 5 Student had a properly completed record card	___ 5 Did not have a properly completd record card
FACIAL PROCEDURES	TOTAL _____
GUIDELINES	CHECK BOX
___ 5 Student used proper techniques to prepare model for services	___ 5 Did not use proper technique to prepare model for services
___ 5 Student propely explained the cleaning technique & massage manipulations used	___ 5 Did not properly explain the cleaning technique & massage manipulations used
___ 5 Must complete facial procedures in 20 minutes	___ 5 Did not complete facial procedures in in 20 minutes
___ 5 Student must explain type of mask used and why	___ 5 Did not explain type of mask used and why
SKIN TREATMENTS	TOTAL _____
GUIDELINES	CHECK BOX
___ 5 Properly analyzed model's skin type	___ 5 Did not properly analyzed model's skin type
___ 5 Provide different skin types & the treatments for each	___ Did not provide different skin types & the treatments for each
___ 5 Nmae 4 enemies of the skin	___ 5 Unable to name 4 enemies of the skin
___ 5 Name 3 special skin conditions	___ 5 Unable to name 3 special skin conditions
MAKE UP APPLICATION	TOTAL _____
GUIDELINES	CHECK BOX
___ 5 Student must properly analyze the model's face shape & features	___ 5 Did not correctly analyze the face shape and features of the model
___ 10 Student must apply makeup assigned	___ 10 Did not apply makeup assigned
___ 5 Proper explanation & application of shading, contouring & highlighting & the proper use of each for makeup assigned	___ 5 Did not explain the proper shading, contouring & highlighting & the proper use of each for the makeup assigned

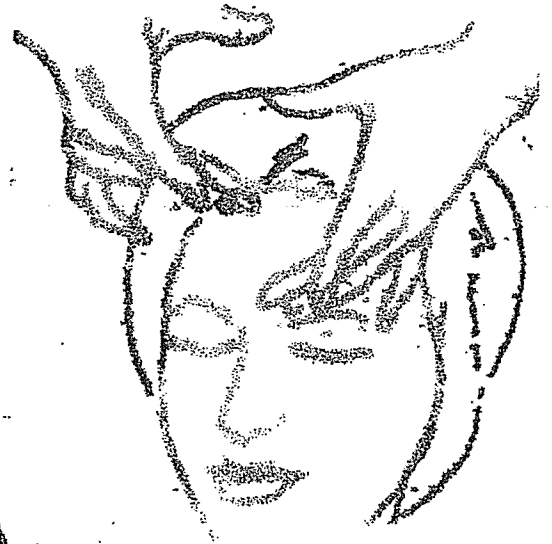
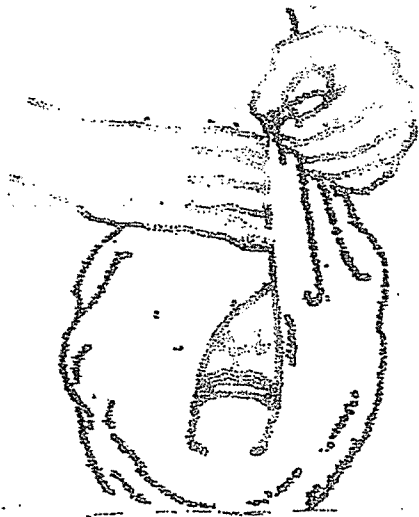
PREPARATION

1. ADEQUATE AMOUNT OF SUPPLIES
2. PROPER SAFETY & SANITATION
3. RECORD CARD



FACIAL PROCEDURES

1. CLEANING TECHNIQUE & MASSAGE MANIPULATIONS USED
2. EXPLAIN TYPE OF MASK USED & WHY
3. MUST COMPLETE IN 20 MINUTES



MAKE UP APPLICATION

1. PROPER ANALYZE THE FACE
SHAPE & FEATURES
2. APPLY MAKE UP ASSIGNED
3. PROPER EXPLANATION &
APPLICATION FOR CONTOURING
& HIGHLIGHTING & THE PROPER
USE OF EACH FOR MAKE UP ASSIGNED

